



Grants in Aid Advisory Commission

CITY AND COUNTY OF HONOLULU

925 Dillingham Boulevard, Suite 200 • Honolulu, Hawaii 96817

Avelino J. Halagao, Jr., Chair
Vincent L. Baldemor, Vice Chair
Helen H. Hamada, Commissioner
Grant Kagimoto, Commissioner
Kenneth T. Uemura, Commissioner

MINUTES

MEETING

TUESDAY, JULY 31, 2018

11:00 A.M.

KAPALAMA HALE CONFERENCE ROOM
HONOLULU, HAWAII 96813

1. CALL TO ORDER

The meeting of the Grants in Aid (GIA) Advisory Commission (Commission) was called to order by Vice Chair Vincent L. Baldemor at 11:18 a.m.

2. ATTENDANCE

Commissioners present: Vincent L. Baldemor, Helen H. Hamada, Grant Kagimoto, and Kenneth T. Uemura.

Excused: Avelino J. Halagao, Jr.

Staff Resources Personnel present:

Shane Akagi, Office of Grants Management (OGM), Department of Community Services (DCS)

Debra Lee, Secretary, OGM, DCS

Crysttal Steiner, OGM, DCS

Lynn Wakatsuki, Deputy Corporation Counsel, assigned to the Commission

Pamela A. Witty-Oakland, Director of DCS

3. APPROVAL OF MINUTES– February 20, 2018

The Minutes for February 20, 2018 was deferred the next meeting.

4. TESTIMONY/COMMENTS FROM DEPARTMENT/AGENCIES AND THE PUBLIC

a. Presentation from the Department of Community Services (DCS)

- 1) Mr. Shane Akagi introduced DCS Director Pamela A. Witty-Oakland to the Commission members. She present DCS' proposed changes to Chapter 6, Article 52 of the Revised Ordinances of the City and County of Honolulu 1990 (ROH) and Resolution 17-201 (Resolution).
 - a) Director Witty-Oakland discussed raising the funding ceiling for grants from \$125,000 to \$250,000 which would be a change to the Resolution.
 - b) Mr. Akagi pointed to the removal of the word "exclusive" in the Resolution which requires that "each Council District be awarded no less than \$250,000 annually to organizations that provide services specific and exclusive to the district..." This language allows organizations that only provide services in a single specific Council District be funded over other organizations that have higher scores but serve more than one district. Removal of this word would fund organizations based strictly on how the grant proposal was scored.
 - c) Mr. Akagi described how the mandated deadlines in ROH Chapter 6 Article 52 are difficult to meet due to the lack of a timely responses from grantees. He explained that the proposed changes adds language that would state that the deadlines would apply once a grantee has met all the requirements of the award and provided complete information for the processing of a payment request.
 - d) Mr. Akagi described a proposed change to ROH Chapter 6 Article 52 to change the GIA Annual Report submission date from 30 days after the end of the Fiscal Year to 60 days after the Calendar Year. He pointed out that reporting at the end of the Fiscal Year only allows a partial reporting of the period as most grants start on October 1 and therefore are still in progress at the time of the report. A report submitted after the end of the calendar year would show which organizations had successfully completed their grant activities.
 - e) Mr. Akagi mentioned that DCS would have additional proposed changes to help simplify the applications for Tier I grants as well as other proposed changes to the applications for the Tier II grants.

b. Agency/Public Testimonies of All Agenda Items – No testimony presented

5. FOR DISCUSSION: PROPOSED CHANGES BY DCS TO ROH CHAPTER 6 ARTICLE 52 AND COUNCIL POLICY IN RRESOLUTION 17-201

The Commissioners discussed their concerns and reservations regarding these proposed changes. The Commissioners was not in favor of raising the grant maximum amount to \$250,000. However, they did not have issues with the other proposed changes.

7. NEXT MEETING

To be scheduled at a later time.

8. ADJOURNMENT

Vice Chair Baldemor asked for a motion to adjourn the meeting. Commissioner Uemura moved to adjourn the meeting and Commissioner Hamada seconded the motion. There being no further business, Vice Chair Baldemor adjourned the meeting at 12:10 p.m.

Respectfully Submitted,

Shane Akagi, OGM Administrator

APPROVED:

Vice Chair Vincent L. Baldemor.

Date

The minutes of the Commission Meeting on
July 31, 2018 were approved at the
September 24, 2018 Commission Meeting

	<u>Aye</u>	<u>No</u>	<u>Comment</u>
Vincent L. Baldemor	<input type="checkbox"/>	<input type="checkbox"/>	
Avelino J. Halagao, Jr.	<input type="checkbox"/>	<input type="checkbox"/>	
Helen H. Hamada	<input type="checkbox"/>	<input type="checkbox"/>	
Grant Kagimoto	<input type="checkbox"/>	<input type="checkbox"/>	
Kenneth T. Uemura	<input type="checkbox"/>	<input type="checkbox"/>	